



U.S. Department of Justice

*United States Attorney
Western District of Louisiana*

*United States Courthouse
300 Fannin Street, Suite 3201
Shreveport, Louisiana 71101
318-676-3600*

*Branch Office
United States Courthouse
800 Lafayette Street, Suite 2200
Lafayette, Louisiana 70501
318-262-6618*

**TRAINING ANNOUNCEMENT
FBI BASIC EVIDENCE RECOVERY SCHOOL**

September 12-16, 2005

**Lincoln Parish Fire District Training Center,
297 Fire Training Rd., Ruston, Louisiana.**

Ruston , Louisiana.

I am pleased to announce that the U. S. Attorney's Law Enforcement Coordinating Committee for the Western District of Louisiana, along with the Federal Bureau of Investigation, Louisiana, and Regional Organized Crime Information Center (ROCIC) will host a FIVE day training workshop on "BASIC EVIDENCE RECOVERY". The workshop will be held at the Lincoln Parish Fire District Training Center, 297 Fire Training Rd., Ruston, Louisiana.

This training will be presented by SA Gary Elmore, Agent Elmore has spent his last four years with the FBI dedicated to the Evidence Recovery Team. He has worked sites such as the tragic American Airline flight 587 crash, World Trade Center, Washington DC sniper case, numerous kidnaping and homicide cases as well as the NASA Space Shuttle Columbia recovery. He has a Masters degrees in Criminal Justice and 11 years military service.

We are pleased to be able to make this workshop available to your department and look forward to presenting other workshops/seminars in the months ahead. Affordable, continuing education for the law enforcement community of this district, through the LECC, is a major goal of the United States Attorney's Office. We hope to see you September 12, 2005, in Ruston, LA.

In order to secure your seat for the training, a completed registration form must be received no later than **September 2, 2005**. To enroll, complete the enclosed registration form and return it to E.T. "Scooter" Rushing, LECC Coordinator, U. S. Attorney's Office, 300 Fannin St., Suite 3201, Shreveport, Louisiana 71101-3068, Fax No. 318-676-3641 or E-Mail to scooter.rushing@usdoj.gov.

Sincerely,

DONALD W. WASHINGTON
UNITED STATES ATTORNEY

By:
E.T."Scooter" Rushing
Law Enforcement Coordinator

BASIC EVIDENCE RECOVERY:

This course is for state and local law enforcement personnel only. This is a course designed to teach the basics of evidence collection and crime scene management. Instruction will be both classroom lecture and detailed hands-on practical exercises.

Management and control of a crime scene and crime scene personnel

Organization, personnel duties and responsibilities of a crime scene search team

Photograph documentation of a crime scene

Detailed documentation of a crime scene

Locating, photographing, documenting, marking, and packaging individual items of evidence

Sketching a crime scene

Locating, photographing, dusting and lifting latent prints

Use of Cyanoacrylate (Super Glue) to preserve and develop latent prints (includes the processing of vehicles

Use of the Alternate Light Source (ALS) for trace evidence location. Photographing with ALS.

Casting of tool marks, tire, and foot print evidence

Hair/fiber and other trace evidence collection and packaging

Blood and body fluid collection

Legal issues

Electrostatic lifting of dust prints

Crime scene safety and prevention of contamination

INSTRUCTOR:

Agent Gary Elmore, from Federal Bureau of Investigation Headquarters Office, New Orleans , a member of their Evidence Response Team.

DATE/LOCATION/TIME: September 12-16, 2005, Lincoln Parish Fire District Training Center, 297 Fire Training Rd. Ruston, La. Five miles north of I-20 on LA Hwy. 33, turn left onto Arkansas Plant Rd. Then turn left onto Fire Training Rd.. The class Room will be at the dead end of Fire Training Rd. Park on road.

Registration will begin at 8:00 a.m., with introductions starting at 8:15 a.m. The class will end around 4:30 p.m. each day.

STUDENTS ARE RESPONSIBLE, AND MUST HAVE THE FOLLOWING TO PARTICIPATE IN THIS CLASS:

- 1. Department Camera and film 24 exposure, or Digital Camera.**
- 2. 1 legal pad writing tablet**
- 3. 1 mechanical pencil**
- 5. 1 12 in ruler**
- 6. 1 clip board**
- 7. One tablet of drafting paper**
- 8. 1 fine tipped sharpie markers**
- 9. Please bring your department's fingerprint kit**

STUDENTS ARE RESPONSIBLE FOR THE FOLLOWING:

TRAVEL

LODGING

FOOD EXPENSES

CERTIFICATES/CONTINUING EDUCATION:

All attendees will receive U.S. Department of Justice certificates.

FEE:

FREE-

HOSTING AGENCIES:

Lincoln Parish Sheriff's Office, Mike Stone, Sheriff

REGIONAL ORGANIZED CRIME INFORMATION CENTER (ROCIC), Jerry Philly, Louisiana Field Service Coordinator

ROCIC's mission is to serve as the vehicle for the collection, evaluation, analysis, dissemination, and storage of criminal intelligence regarding the multi-jurisdictional activities of organized crime. ROCIC is one of the six Regional Information Sharing Systems (RISS) centers across the United States. RISS centers are funded through the U.S. Department of Justice, Bureau of Justice Assistance.

USAO LECC WDLA, Scooter Rushing, Law Enforcement Coordinator

REGISTRATION FORM:

"BASIC EVIDENCE RECOVERY"

**Lincoln Parish Fire District Training Center,
297 Fire Training Rd., Ruston, Louisiana.**

SEPTEMBER 12-16, 2005

HOST: LINCOLN PARISH SHERIFF'S OFFICE

**TRAINING LOCATION: LINCOLN PARISH FIRE DISTRICT TRAINING CENTER
297 FIRE TRAINING RD.
RUSTON, LA.**

**FIVE MILES NORTH OF I-20 ON LA. HWY. 33, TURN LEFT ONTO
ARKANSAS PLANT RD. THEN TURN LEFT ONTO FIRE TRAINING RD.. THE CLASS
ROOM WILL BE AT THE DEAD END OF FIRE TRAINING RD. PARK ON ROAD.**

Agency:_____

Address:_____

City, State, Zip, Code:_____

Phone:_____

Fax:_____

Agency E-Mail Address:_____

**(PLEASE PRINT (CLEARLY) OR TYPE NAMES AS THEY ARE TO APPEAR ON THE CERTIFICATE)
Duplicate this form as necessary or attach list.**

***** Registration will begin at 8:00 a.m.; the class will run from 8:15 a.m. to around 4:30 p.m.**

1-NAME:_____ **E-MAIL**_____

2-NAME:_____ **E-MAIL**_____

3-NAME:_____ **E-MAIL**_____

4-NAME:_____ **E-MAIL**_____

Fax or E-mail registration Form now to: Your Fax/E-Mail will be your confirmation!

LECC COORDINATOR, E.T. "SCOOTER RUSHING"

FAX 318-676-3641/Phone 318-676-3617 or e-mail to scooter.rushing@usdoj.gov

**E.T. Scooter"Rushing
Law Enforcement Coordinator**

**U.S. Attorney's Office
300 Fannin St., Suite 3201
Shreveport, LA 71101-3068**

www.usdoj.gov/usao/la/lecc

"Sharing and Learning today for a better tomorrow"